



MINUTES PARKS AND OPEN SPACE BOARD MEETING

September 26, 2023 | 6:30 pm

Council Chambers

City Hall | 665 Country Club Road, Lucas Texas

Call to Order

The meeting was called to order at 6:30 pm. A quorum was determined to be present, and the Pledge of Allegiance was conducted.

Parks Board Members Present:

Chairman Bill Esposito
Vice-Chairman John Elliott
Member Christel Parish
Alternate Member Joan Phillips
Alternate Member Lynne Dodson

Parks Board Members Absent

Member Luara Giles

Staff Present:

City Manager Joni Clarke
Assistant City Manager Kent Souriyasak
CIP Manager Patrick Hubbard
Management Analyst Joshua Menhennett

City Council Liaison Present:

Councilmember Dusty Kuykendall

Regular Agenda

1. **Discuss planning and updates for the 2024 Lucas Farmers Market season including:**
 - A. **Rules and Regulations**
 - B. **Vendor and Your Vendor Applications**
 - C. **Special Events Schedule**

Chairman Esposito asked for comments on the rules for the 2024 Farmers Market season. Chairman Esposito expressed specific concern for vendors who sign up to be at the Market then the same vendor not showing up.

Kathrin Esposito recommended having vendors get priority in their location, along with a proposed prepayment on vendor fees. Charman Esposito advised keeping track of absentees in order to make decisions going forward.

City Manager Joni Clarke advised that the rules for the 2023 season were posted on October 3, 2022 in preparation for the 2023 season. Ms. Clarke advised that a list of vendors producing similar products be collected in the case that the primary vendor is absent in order to take their spot. Ms. Clarke recommended that the Parks Board send all recommendations to Management Analyst Joshua Menhennett in order to review and get the rules finalized.

Vice Chair Elliott advised that the idea of sending nonparticipators further back in the park would be helpful to limit absentees. Alternate Member Dodson recommended that a maximum number of absences be established.

Chairman Esposito asked for specific consideration on special events that will be hosted during the 2024 Lucas Farmers Market season. Assistant City Manager Kent Souriyasak recommended having a

theme for each in order to market and gather participants who might have shared interest. City Manager Joni Clarke advised that the Special Event calendar will be discussed and finalized at the November Parks and Open Space Board meeting. The Board agreed to rearrange current standing events to fit into a generalized theme for each month and account for the varying temperatures and seasons.

2. **Provide an update on special events including:**
 - A. **Public Lands Trail Cleanup**
 - B. **Movie in the Park**
 - C. **Arbor Day and Recycling Event**
 - D. **Country Christmas**

Management Analyst Joshua Menhennett presented on upcoming special events. Chairman Esposito advised that the maps for both Country Christmas and Arbor Day be published in the Lucas Leader in order to drive traffic.

3. **Review and provide feedback on the 2023 Comprehensive Capital Improvement Plan.**

CIP Manager Patrick Hubbard presented the proposed 2023 Comprehensive Capital Improvement Plan. Chairman Esposito asked if the plan is reviewed and updated every year. Mr. Hubbard advised that is the case.

4. **Review an online draft of the parks survey and discuss next steps to conduct the parks survey.**

Assistant City Manager Kent Souriyasak presented the online draft of the City of Lucas Parks Survey. Chairman Esposito suggested asking what trails that citizens might use outside of the City of Lucas. Chairman Esposito suggested the survey be completed and distributed before the end of the 2023 Lucas Farmers Market season. Mr. Souriyasak advised that the survey would be finalized and published for the October 14, 2023 Lucas Farmers Market.

5. **Provide updates on city-maintained parks and recreational facilities including the Lucas Community Park, Kenneth R. Lewis Park, Forest Creek Park, and East Winningkoff Trailhead.**

CIP Manager Patrick Hubbard gave a presentation on projects finished and maintained since the last Parks Board meeting. City Manager Joni Clarke advised that City staff is doing additional work to maintain cleanliness in City parks.

6. **Consider approval of the minutes of the August 22, 2023 Parks and Open Space Board meeting.**


MOTION: A motion was made by Vice Chair Elliott, seconded by Alternate Member Dodson to approve the minutes of the August 22, 2023 Parks and Open Space Board meeting as presented. The motion passed unanimously by a 5 to 0 vote.

7. **Adjournment.**

MOTION: A motion was made by Vice-Chairman Elliott, seconded by Member Parish to adjourn the meeting at 7:26 pm. The motion passed unanimously by a 5 to 0 vote.

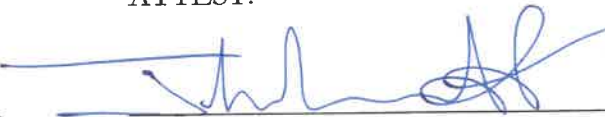
Adjournment

APPROVE:



Bill Esposito, Chairman

ATTEST:



Joshua Menhennett, Management Analyst